



# Parent Agreements

## **PARENT MEDIA RELEASE FOR MINOR CHILD AGREEMENT**

We will be actively documenting our school activities and occasionally we include some of these images in the outreach materials. Such as includes the display, distribution, publication, transmission, or otherwise use of photographs, images and/or video taken of your child for use in materials that include, but may not be limited to, printed materials such as brochures and newsletters, videos and digital images such as those on the BRIDGES Charter School website, recorded pictures, videotapes and audiotapes of your child, singly or in a group, for the purpose of charter school promotion and community outreach.

## **CONFIDENTIALITY AGREEMENT**

Thank you for volunteering at BRIDGES Charter School. Your assistance is extremely important and valued by our staff. In this role you are required to ensure that student information is kept confidential at times. Only certain individuals, such as the Director or Registrar/Health Clerk, are authorized to release, discuss or review information regarding students. The laws of confidentiality were developed to protect each person's rights to privacy, both student and parent alike.

1. Refer all inquiries for student information to Director or his/her designee, whether requested in writing, by phone or in person.
2. Regardless of where student information is found, (on desk tops, in the computer, ii) file cabinets, or in the health office), do not view, remove or discuss it.

Examples of student information include:

- Enrollment Information
- Grades
- Attendance Information
- Student Test Data
- Disciplinary Issues
- Health Information
- Teacher Comments Written/Spoken
- Parent Concerns

Thank you for your attention to this matter.

## ATTENDANCE AGREEMENT

BRIDGES Charter School's students, and the School as a whole, benefit from the consistent and on-time attendance of all children. **Student attendance habits (and attitudes about it) become an important component in a child's development.**

### Absence Procedures

- All-Day Absence - Parent/Guardian must call in reason for absence within 72 hours at **805-492-3569**. You may leave a message on the answering machine at any time. Please leave your name, the student's name, the date and reason for the absence. Absence from school shall be excused only for health reasons, family emergencies and justifiable personal reasons, as permitted by law, Board policy and administration regulations. (Education Code 46010, 48216, 48205)
- Leaving Early for Day - Parent/Guardian must come into the office, sign out student and list reason.
- Arriving Late - Parent/Guardian must come into the office to sign student's tardy slip and give reason for late arrival.

It is also important to note that our School, like all public schools, is funded by ADA (Average Daily Attendance). Parents need be aware of the following regarding ADA:

- The state of California provides funding per child for his/her daily attendance. When budgeting, our school relies on **the attendance funding from all students**.
- While a reasonable number of absences due to illness are expected, please be aware of the financial impact to the school when students miss school for vacations or other personal reasons.

### **All BRIDGES families are asked to commit to the following:**

- Schedule vacations and other non-illness related absences on dates when school is not in session. Please consult the school calendar for school holidays and breaks.
- Schedule doctor's appointments after school or, if necessary, only during times later in the school day when such appointments will not take students away from core instructional time.
- Make every effort to arrive at school well before classes begin, every day. Supervision will be provided for 20 minutes on-site before school. Gates will not open until 8:00. Students must be in the supervised area only and not in the outdoor classroom area or in and around classrooms. Tardiness due to traffic is not excused by the State of California. Please plan to leave early enough to be on time to school.